

Auto Shop Use Guidelines

Administrative Procedure

The Auto Shop at Malad High School is for the purpose of student learning. Use of that facility must have student learning the center focus. Cars may be serviced when it is in line with the auto shops curriculum and the scope of skills that the students are to acquire. Priority of which cars to service will be dictated by the auto shop instructor – with student vehicles generally receiving a higher priority. When cars are serviced, a release of responsibility must be signed by the owner of the vehicle. This signed release is to inform the car owner, while all efforts will be made to ensure a quality repair, the repairs are not guaranteed. In addition to this release, the waiver must also inform the car owner that the school district is not responsible for any damages that might happen to the car while in the shop.

In making the repairs, the owner is responsible for all part costs. The school district will not charge for labor costs for the repairs. As is practice for many school departments, sports, and activities, the auto shop may receive a donation for the repair effort to go toward the enhancement of the auto program and further the education opportunity of our students.

In the event that the shop is open after school hours it will be at the discretion of the auto shop instructor. As a general practice, the shop is not open to the public to do repair work. When the shop is used after hours the following conditions must be met:

1. The auto shop instructor needs to be present and dictate when it happens
2. The repair work that needs to be done must be of a beneficial nature to student learning.
3. While the work is being done, a student must be present and the time is spent on mentoring the student during the repair time.
4. All waivers and releases must be signed prior to shop use.
5. The automotive instructor may work on his and his immediate family's vehicle after contract hours.
6. The automotive instructor is allowed to diagnose a community member's vehicle if the instructor chooses to do so. If the repair is minor, he can choose to fix the problem with no labor cost to the community member.

It is the responsibility of the automotive instructor to keep the number of cars being worked on that it does not cause an unsightly collection of vehicles which would detract from the appearance of the area.